

# YUET KI (Leean) NING

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## EDUCATION

### UNIVERSITY OF PENNSYLVANIA, Graduate School of Education

#### *Master of Science in Education Policy*

PHILADELPHIA, PA

August 2022

- GPA: 3.97/4.0
- AEFP Pre-Doctoral Diversity Program Affiliate

### NEW YORK UNIVERSITY

#### *Bachelor of Science in Early Childhood Education and Special Education (with honor)*

NEW YORK, NY

May 2021

- Major GPA: 3.86/4.00; Minor: Applied Psychology
- NYU London (Study-abroad Program)
- NYU Shanghai (Go Local Program)
- Honors: Member of KAPPA DELTA PI (International Honor Society in Education); NYU University Honors Scholar; Dean's List for the academic year 2017-2018

LONDON, UK

SHANGHAI, CHINA

## PROFESSIONAL EXPERIENCE

### BASIS INTERNATIONAL SCHOOL GUANGZHOU

GUANGDONG, CHINA

#### *Learning Enhancement Teacher*

August 2024 – October 2024

- Designed Social Emotional Learning courses for 75 primary school students and deliver lessons with interactive small group activities; co-teach with other 7 expat teachers on subjects across humanities, math, engineering, music, and etc.
- Provided administrative support to the Dean's Office including designing promotional materials, analyzing enrollment data, and arranging enrichment program schedules

### INGENIUS PREP

HONG KONG S.A.R.

September 2023 — May 2024

#### *Business Development Manager*

- Helped establish local office network by coordinating and partnering with 20+ local education companies, non-profit organizations, and international schools
- Managed local office's social media account by designing and posting regularly to share information, elevate public image, and ultimately attract target families

### INGENIUS PREP

PHILADELPHIA, PA

October 2022 – September 2023

#### *Office Director in Philadelphia*

- Built up and managed local office from 0 to 1 by establishing partnerships with 30+ local education institutions, non-profit organizations, and Cultural Communities developing implementing public relation strategies to promote organization's image in the local market
- Compiled and provided higher education consulting service and resources to local families, benefitting 600+ families in the region through hosting events, designing marketing materials, and addressing with families' requests directly

### GET IN THE GAME

(REMOTE)

February 2022 – December 2022

#### *Marketing Intern*

- Provided critical suggestions on brand articulation and website development, helping with implementation

### EF KIDS & TEENS

SHANGHAI, CHINA

#### *Assistant Teacher*

June 2021 – August 2021

- Conducted Read Alouds to over 80 K-3rd grade students; aided full-time faculty by planning lessons, translating documents, and doing assessments

### PS 230 DORIS L COHEN

NEW YORK, NY (REMOTE)

October 2020 – May 2021

#### *Student Teacher*

- Planned and conducted literacy assessments for a mix-grade (K, 1, 2) ICT class (24 students) with special needs
- Collaborated with 5 full-time teachers and a student teacher, and received positive feedback from mentors

### NYU TEACH@HOME PROGRAM

NEW YORK, NY (REMOTE)

July 2020 – September 2020

#### *Facilitator*

- Instructed up to 10 NYC multilingual students via Zoom during COVID-19
- Addressed students' special language needs by planning and giving lessons in Chinese and English

### PS 130 THE PARKSIDE SCHOOL (LOWER SCHOOL)

NEW YORK, NY

February 2020 – May 2020

#### *Student Teacher*

- Developed lesson plans including Read Alouds, number talks, and literacy sessions for kindergarten students
- Assessed students' performance and behaviors including their reading and phonological skills
- Learned from professional development workshops and seminars regarding effective teaching approaches and classroom management skills

### JJB INTERNATIONAL MONTESSORI AMI CENTRE

GUANGZHOU, CHINA

**Assistant Teacher**

December 2019 – January 2020

- Led storytelling sessions, science lessons, and other group activities for up to 30 students in the winter camp
- Directed up to 60 two-year-old students to choose and focus on their work during the work cycle
- Proposed suggestions for planning lessons and setting the environments during headquarter meetings

**TRIBECA COMMUNITY SCHOOL****NEW YORK, NY****Student Teacher**

September 2019 – December 2019

- Guided read-aloud sessions and small group activities such as observational drawings, self-portrait paintings, and dramatic plays for 30 pre-K students, following Reggio Emilia's approach(project-based)
- Organized the classroom and developed lesson plans

**ST. JOHN'S UPPER HOLLOWAY C.E PRIMARY SCHOOL****LONDON, UK****Assistant Teacher**

February 2019 – May 2019

- Prepared academic sessions for 38 students in the reception class (equivalent to pre-K in the U.S.)
- Observed and reported children's behaviors and took care of children with special needs

**RESEARCH EXPERIENCE****UNIVERSITY OF PENNSYLVANIA****PHILADELPHIA, PA****Education Policy Research Practicum**

January 2022– June 2022

- Analyzed and evaluated global real-life cases in the education field and deliver recommendations
- Proposed potential policy change and found substantial evidence (date, literature) to support the argument

**NEW YORK UNIVERSITY****NEW YORK, NY (REMOTE)****Student in Senior Honor Seminar**

September 2020 – May 2021

- Reviewed literature on differentiated instructions and worked in groups to identify methodological strategies
- Consolidated research and presented on end-of-year research panel at the Department of Education

**NEW YORK UNIVERSITY****NEW YORK, NY****Coordinator & Research Assistant for Professor Erin O'Connor**

June 2020 – March 2021

- Examined literature on the topic "Parenting Pseudoscience: Examining the Spread of Misinformation in Parent-Targeted Media"
- Coded more than 30 online articles for scientific quality and sensationalism through a designed rating system

**THE UNIVERSITY OF HONG KONG (HKU)****HONG KONG, CHINA****Research Assistant at Speech and Hearing Lab**

June 2019 – August 2019

- Conducted 1-1 tests including speaking, reading, and grammar assessments on more than 90 children with Autism Spectrum Disorder(ASD) and typically developed(TD) children
- Compiled and analyzed data collected through assessments; found that children with ASD exhibited difficulties with reading comprehension and advanced Theory of Mind(ToM) skills
- Performed literature review to assistant Ph.D. students for their projects on early linguistic development

**LEADERSHIP EXPERIENCE****UNIVERSITY OF PENNSYLVANIA, Graduate School of Education****PHILADELPHIA, PA****Career Development and Alumni Relations Graduate Assistant**

September 2021 – August 2022

- Designed surveys and analyzed survey results, use the statistics to set up a series of career events that are tailored to students' needs
- Liaise with the GSE and Penn Career Service Center and keep 70 master and PhD students in Education Policy posted with information about career services and resources
- Organize events related to job seeking and networking such as alumni panel, informational interview workshop, and visits to local education-related organizations

**UNIVERSITY OF PENNSYLVANIA, Graduate School of Education****PHILADELPHIA, PA****Event Planning Committee, Student Government**

September 2021 – August 2022

- Designed and organized events for GSE students such as Fall Fest and Thanksgiving dinner, serving more than 300 students
- Amplify student voices within Penn GSE's community by holding workshops and coffee chats to listen to students' academic and social concerns

**NEW YORK UNIVERSITY****NEW YORK, NY****Welcome Week Leader**

August 2019 – September 2019

- Facilitated diverse activities from small seminars that included only 30~50 people to marquee events that engaged more than 13,000 new and returning students around New York City

**SKILLS AND INTERESTS****Languages:** English (fluent), Mandarin (native), Cantonese (fluent), Spanish (novice)**Skills:** Stata, R, Microsoft Suite, Google Suite, Zoom, Canva, and Video-editing (iMovie, VLLO)**Interests and Activities:** Basketball, Golf, Hip Hop Dance, Singing, Business Management Club